

Navy Marine Corps Intranet (NMCI) Schedule Change Control Board (SCCB) Charter

1. **Purpose**: To establish the composition and procedures of the NMCI Schedule Change Control Board (SCCB). The purpose of the NMCI SCCB is to exercise Configuration Management (CM) of the NMCI Enterprise Transition Plan and the associated NMCI Site Transition Schedules.
2. **Scope**: The elements of the NMCI Enterprise Transition Plan under the Director's CM are defined in Attachment 1. This charter is applicable to all Navy and Marine Corps sites. Attachment 3 (provided separately) contains Schedule CM procedures for tracking milestones associated with completion of site cutover and attainment of full performance. These procedures apply to those Navy and Marine Corps sites identified by the Full Performance modification to the NMCI contract.
3. **Composition**: The NMCI Schedule Change Control Board (SCCB) is co-chaired by the Director NMCI, the EDS NMCI Client Executive, and the EDS NMCI Deployment Executive. Membership includes the Navy and USMC NMCI Program Managers, the EDS Program Managers, and the Enterprise Schedule Manager. The SCCB exercises CM over the NMCI Enterprise Transition Plan and the associated Site Transition Schedules primarily via a regular recurring quarterly cycle of schedule reviews. The SCCB members oversee this quarterly schedule review process, and escalate schedule changes as necessary to achieve concurrence and/or resolution. The SCCB co-chairs have final decision authority for resolving all issues pertaining to schedule change management.
4. **Responsibilities**: The Director NMCI is responsible for configuration management of the NMCI Enterprise Transition Plan. Execution responsibilities are delegated as follows:
 - a. Navy NMCI and Marine Corps NMCI Program Managers (PMs). NMCI PMs are responsible for DoN coordination, review and disposition of schedule changes as specified in Attachment 1.
 - b. EDS NMCI Enterprise Program Manager. The EDS NMCI Enterprise Program Manager is responsible for EDS coordination, review and disposition of schedule changes as specified in Attachment 1.
 - c. Enterprise Schedule Manager (ESM). The ESM is responsible to the Director for oversight of the Enterprise NMCI Transition Plan and administration of the NMCI Schedule Change Control Board (SCCB).
 - d. Co-Chairs of the NMCI SCCB. The Director NMCI, the EDS NMCI Client Executive and the EDS NMCI Deployment Executive co-chair the SCCB. As specified in Attachment 1, the SCCB co-chairs review all schedule changes escalated for their resolution.
5. **Schedule CM Process Overview**. The SCCB has approved the Schedule CM process defined in Attachment 1 for the origination, review and disposition of proposed Schedule Changes.
 - a. **Background**. The basis of NMCI Schedule Change Management is the regular recurring quarterly review of proposed schedule changes. The objectives of the quarterly review process are the following:
 - i) To perform CM of the NMCI Transition Schedules in an efficient manner without the administrative burden of managing individual schedule change requests.
 - ii) To obtain commitment from all parties (EDS, PMs, claimants, commands) to the schedule and seat rollout objectives identified for the upcoming calendar quarter.
 - iii) To "lockdown" a schedule and seat rollout baseline at the beginning of each calendar quarter to support more effective measurement of execution to that baseline.
 - b. **Quarterly Schedule Review Cycle**. All events are referenced to "Q Day", the first day of the new calendar quarter.
 - i) Q – 31 days: EDS forwards the proposed Tactical [Rollout] Plan and proposed Schedule milestones for the upcoming TWO calendar quarters to the Navy and USMC PM organizations.
 - ii) Q-31 to Q-17 days: EDS and Navy/Marine PM teams review proposed Tactical Plans/Schedule Changes with claimants/commands and obtain concurrence.
 - iii) Q – 17 days: Navy/Marine PMs forward consolidated review documentation to EDS to capture the Schedule Changes agreed to by all parties.

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- iv) Q – 12 days: EDS updates the baseline dates for Schedule Projects as required to reflect the Schedule Changes agreed to by all parties.
- v) Q – 6 days: Navy/USMC PMs verify that Schedule Project baselines were updated correctly.

c. Provisions for “Out-of-Cycle” Schedule Changes. The Schedule CM rules by design are intended to discourage “Out of Cycle” requests for Schedule Changes for the following reasons:

- The SCCB process manages baseline Cutover Start dates and baseline rollout plans for the upcoming quarter. Current (vice baseline) Cutover Start dates and rollout plans can still be adjusted by EDS Site Managers throughout the quarter as conditions dictate.
- Updating schedule baselines once each quarter provides a baseline for objectively measuring actual performance against plan throughout the entire calendar quarter.
- Formal schedule reviews take time. By restricting schedule changes to a 2-week window prior to each quarter, all parties can focus on schedule execution throughout the remainder of the quarterly cycle.

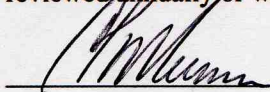
Out-of-cycle requests may be submitted when unforeseen/extraordinary circumstances arise that warrant a significant change to the NMCI schedule between quarterly review cycles. The following procedures may be invoked:

- Out-of-Cycle requests for changes to NMCI Schedules shall only be invoked for significant changes involving large or extremely critical sites; and significant changes to schedule dates.
- Out-of-Cycle requests may only be originated by Echelon 2 (or higher) Commanders [Navy], HQMC C4 Flag [USMC] or the EDS NMCI Enterprise Program Manager. Requests should be forwarded to the NMCI Enterprise Schedule Manager.
- Out-of-cycle requests will be reviewed and decided by the SCCB co-chairs.

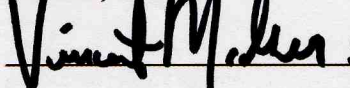
[Note: Out-of-cycle schedule CM procedures will be modified after formal policy on NMCI Execution discipline is promulgated.]

d. Quarterly Schedule CM Process Flow Diagram. Attachment 2 illustrates the Quarterly Schedule CM process flow. Attachment 1 provides the detailed procedures associated with the NMCI Schedule CM process.


6. **Cancellation:** This charter supercedes the NMCI Schedule Change Control Board Charter dated 27 June 2003. This charter shall remain in affect until such time that it is either cancelled or revised by mutual consent of the Director NMCI, and the EDS NMCI Enterprise Client Executive. This charter will be reviewed annually or when directed by the Director NMCI.


5/19/04
(Date)

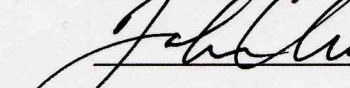
Charles L. Munns
Rear Admiral, United States Navy
Director, NMCI


5/27/04
(Date)

Vinnie Madsen
NMCI Deployment Executive
Electronic Data Systems


5-27-04
(Date)

Mike Koehler
NMCI Enterprise Client Executive
Electronic Data Systems


6/16/04
(Date)

John Thomas
Brigadier General, United States Marine Corps
HQMC C4

Attachments:

1. NMCI Schedule CM Process
2. NMCI Quarterly Schedule CM Process Flow Diagram
3. NMCI Full Performance Schedule CM Procedures (To be provided)

NMCI Schedule Change Management Process

1. **Purpose.** To delineate the specific processes and procedures for managing changes to the NMCI Enterprise Transition Plan and the associated NMCI Site Transition Schedules.

2. **Scope.** The elements of the NMCI Site Transition Schedules that are subject to these change management procedures are the following:

a. The baseline date for the milestone in each Site Transition Schedule [PIV Project] known as “Cutover Start” or “Cutover Begins” must be mutually agreed to by the SCCB membership.

Rationale – The baseline Cutover Start / Cutover Begins date drives the dates that pre-requisite actions and deliverables must be completed. The baseline Cutover Start / Cutover Begins milestone is critical to the management of government pre-requisites [actions / deliverables] that support the start of Cutover at a site.

b. The baseline date for the Assumption of Responsibility [AOR] milestone in each Site Transition Schedule [PIV Project] must be mutually agreed to by the SCCB membership.

Rationale – The baseline AOR date is critical in managing the government’s contractual requirements to provide approved NMCI Task Orders and an orderly transfer of title for AOR’d IT assets.

c. **Quarterly Seat Rollout Plan.** In addition to the schedule elements listed above, the number of seats planned to be cutover weekly during the calendar quarter shall be subject to configuration management. A weekly planned seat cutover quantity will be set for each PIV project that will cutover seats during the calendar quarter [Note – for Navy sites, a weekly planned seat cutover quantity will be set for each claimant included within each PIV project that will cutover seats during the calendar quarter]. Seat cutover quantities for the entire calendar quarter will be base lined prior to the start of each quarter.

Rationale – Weekly planned seat cutover quantities must be base lined to support accurate tracking of execution metrics.

3. **Background.** Appendix A to Attachment 1 provides background information on the Schedule Management tools in use to support CM of NMCI Site Transition Schedules. While most of these tools are not subject to strict CM, they are derived from the following authoritative data sources that are subject to CM:

Data Source	CM Manager	Content
Project In Vision [PIV]	EDS	Site Transition Schedules, IRAADs
eMarketplace	EDS	Task Orders
NMCI Enterprise Tool [NET]	Director NMCI	User Data

4. **Process for Quarterly Schedule Change Management.** The process for preparing and reviewing quarterly Schedule Changes begins 31 days prior to the start of each Calendar Quarter. The process steps [listed below] are Calendar Days referenced to “Q Day” which is the first day of the upcoming calendar quarter. Calendar Quarters will always start on the first Monday in the Quarter.

a. **Q – 31 Days:** The EDS Enterprise Program Management Office [EPMO] will forward the proposed Tactical [Rollout] Plan and proposed Schedule milestones for the upcoming TWO calendar quarters to the Navy and USMC PM NMCI PM Offices. The EDS EPMO may also forward requests to change Site Cutover Start dates beyond the upcoming TWO quarters when required. The EDS EPMO will also forward a template which will be used by the Navy and USMC PM Offices to capture the Schedule Changes agreed to by all parties at the conclusion of the quarterly review. The objectives of the Quarterly Schedule review are as follows:

1) To reach concurrence with all parties and lock down a baseline for the Tactical [Rollout] Plan rollout seat quantities for the upcoming Quarter.

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2) To reach concurrence with all parties and lock down schedule baseline dates (AOR Begins and Cutover Begins) for the upcoming Quarter.

3) To review and update schedule baseline dates (AOR Begins and Cutover Begins) for the Quarter following the upcoming Quarter.

4) To review the Tactical Plan rollout seat quantities for the Quarter following the upcoming Quarter.

b. Q – 31 Days: The Navy and USMC NMCI PM Offices will distribute the proposed Tactical [Rollout] Plan and proposed Schedule milestones for the upcoming TWO calendar quarters and any other schedule changes proposed by the EDS EPMO to Program Office staff, Echelon 2 CIO's and any other stakeholders as appropriate.

c. Q-31 to Q-16 Days: EDS, Navy/USMC PM staff and customer commands review the proposed Tactical [Rollout] Plan and proposed Schedule milestones for the upcoming TWO calendar quarters and any other schedule changes proposed, with the intent to obtain concurrence to proposed changes IAW the objectives delineated in paragraph 4.a above. The NMCI PMs and customer commands may exercise latitude as necessary to accomplish the required reviews in the time allotted. However reviews should generally be conducted in a hierarchical fashion starting with the Site, then the Region, and finally the Enterprise. This ensures proper coordination with EDS Site-, Regional- and Deployment managers. Reviews are conducted through the following steps:

1) Site Level Review. The EDS Site Manager reviews the proposed Tactical Rollout Plan and Schedule milestones [AOR Begins and Cutover Begins] for the upcoming Quarter with the Site customer command CTRs (Navy) or the STOIC (USMC) assigned to the site. The objective of the review is concurrence (and commitment) to the Tactical Rollout Plan seat quotas for the upcoming Quarter, and concurrence with the proposed Schedule milestones for the upcoming Quarter. The Site Team also reviews the Schedule milestones for the Quarter following the upcoming Quarter, and updates the Schedule baselines for that quarter. The Site Team also reviews the Tactical Rollout Plan for the Quarter following the upcoming Quarter in order to facilitate advance planning. The Site Team documents the degree of concurrence attained (full concurrence, concurrence with changes annotated and any areas where concurrence was not achieved) and forwards the results for Regional Review.

2) Regional Review. The EDS Regional Manager and the RIL (Navy) or RCOR (USMC) [as appropriate] review proposed Tactical Rollout Plan and Schedule milestones [AOR Begins and Cutover Begins] for the upcoming Quarter. The objective of the review is concurrence (and commitment) to the Tactical Rollout Plan seat quotas for the upcoming Quarter, and concurrence with the proposed Schedule milestones for the upcoming Quarter. The Regional Team also reviews the Schedule milestones for the Quarter following the upcoming Quarter, and updates the Schedule baselines for that quarter. The Regional Team also reviews the Tactical Rollout Plan for the Quarter following the upcoming Quarter in order to facilitate advance planning. In addition, the Regional Review seeks to resolve any areas where the Site Team failed to reach agreement. Echelon 2 CIOs may be brought into the Regional Review when necessary to assist in issue resolution.

3) Echelon 2 / Major Command Review. The Echelon 2 / Major Command review is conducted by the EDS claimant managers, Navy CPMs, affected Navy Echelon 2 CIOs, the USMC PM, and the Marine Corps Major Command Transition OICs (MCTOIC). The Echelon 2 / Major Command teams review proposed Tactical Rollout Plan and Schedule milestones [AOR Begins and Cutover Begins] for the upcoming Quarter. The objective of the review is concurrence (and commitment) to the Tactical Rollout Plan seat quotas for the upcoming Quarter, and concurrence with the proposed Schedule milestones for the upcoming Quarter. The Site Team also reviews the Schedule milestones for the Quarter following the upcoming Quarter, and updates the Schedule baselines for that quarter. The Echelon 2 / Major Command

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Team also reviews the Tactical Rollout Plan for the Quarter following the upcoming Quarter in order to facilitate advance planning. Normally this will be the final step in the review process.

4) Enterprise Review (as required). Any proposed Schedule Changes for which concurrence could not be achieved will automatically be escalated to the SCCB co-chairs at Q – 17 days. The SCCB co-chairs will coordinate with the appropriate Echelon 2 (or higher) Navy Commander and HQMC C4 to resolve the proposed changes.

d. Q – 17 Days. Navy and USMC PM Offices, in coordination with the customer commands, will capture all the Schedule Changes agreed to by all parties at the conclusion of the quarterly review using the template provided by EDS; and forward the consolidated inputs to the EDS EPMO.

e. Q – 12 Days. EDS updates the baseline dates for Schedule Projects as required to reflect the Schedule Changes agreed to by all parties.

f. Q – 6 Days. Navy and USMC PMs verify that Schedule Project baselines were updated correctly in accordance with the consolidated inputs provided to EDS on Q –17 days.

The Table below summarizes the stakeholders at each level of the Quarterly Schedule CM Review process.

Level	Approvals Required			Inputs Recorded By
	EDS Staff	Navy	USMC	
Site	Site Manager Site Transition Manager	Customer Command CTR(s)	Site Transition OIC	Schedule Chg Control Form (see para 4.a)
Region	Regional Manager	Regional Integration Lead	Regional Contracting Officer's Rep	Schedule Chg Control Form (see para 4.a)
Echelon 2	Claimant Manager	CPM	Major Command Transition OIC	Schedule Chg Control Form (see para 4.a)
Enterprise	NMCI Client Executive NMCI Deployment Executive	Echelon 2 Commanders Director NMCI	HQ C4 Director NMCI	EDS Analyst Team

5. Provisions for “Out-of-Cycle” Schedule Changes. The Schedule CM rules by design are intended to discourage “Out of Cycle” requests for Schedule Changes for the following reasons.

a. The SCCB process manages baseline Cutover Start dates and baseline rollout plans for the upcoming quarter. Current (vice baseline) Cutover Start dates and rollout plans can still be adjusted by EDS Site Managers throughout the quarter as conditions dictate.

b. Updating schedule baselines once each quarter provides a basis for objectively measuring actual performance against plan throughout the entire calendar quarter.

c. Formal schedule reviews take time. By restricting schedule changes to a 2-week window prior to each quarter, all parties can focus on schedule execution throughout the remainder of the quarterly cycle.

d. Procedure. Out-of-cycle requests do not support the fundamental objectives of the quarterly Schedule CM process. However; if unforeseen and extraordinary circumstances arise that warrant a significant change to the NMCI schedule between quarterly review cycles; the following procedures may be invoked:

1) Out-of-Cycle requests for changes to NMCI Schedules shall only be invoked for significant changes involving large or extremely critical sites; and significant changes to schedule dates.

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2) Out-of-Cycle requests may only be originated by Echelon 2 (or higher) Commanders [Navy], HQMC C4 Flag [USMC] the EDS NMCI Enterprise Program Manager.

3) Out-of-cycle requests will be forwarded to the Enterprise Schedule Manager [ESM]. The ESM will distribute the request to all appropriate SCCB members for input, and will forward the request to the SCCB co-chairs for a decision.

4) The ESM will ensure that the decision of the SCCB co-chairs is documented and provided to all concerned.

[Note - Out-of-cycle schedule CM procedures will be modified after formal policy on NMCI Execution discipline is promulgated.]

6. Schedule Process Flow Chart. Attachment 2 shows the process flow for the Quarterly Schedule Change Management process. The process flow also shows the path for escalation and resolution of unresolved issues pertaining to proposed schedule changes.

NMCI Schedule Change Management Process

RECORD NBR	CITY	ST	SITE	NAVY MARINE	CLAIMANT COMMAND	UIC	UIC ACTIVITY	BASLINE AOR DT	BASLINE TARGET CUTOVER DT	CURRENT AOR DT	CURRENT TARGET CUTOVER DT	ORDER NBR	TASK NBR	ECONOMY CE STATUS	ECOM SEAT QTY	UNCLAS S SEAT QTY	CLASS SEAT QTY	DUAL SEAT QTY	CLIN 36 QTY	DESKTOP REFRESH QTY	ORDER END DT	PROJECT NBR
8311	Quantico	VA	MCB Quantico	M	NAVAL AIR COMMAND CENTER	MB0262	BLUE DOLLAR MCAF QUANTICO	24-Mar-03	16-Sep-03	24-Mar-03	04-Nov-03	07170058	M790	APPROVED	9	9	0	0	0	0	30-Sep-04	353
4788	GREAT LAKES	IL	NTC Great Lakes	N	AAUSN	N68499	Navy Council of Personnel Boards	03-Sep-03	03-Nov-03	01-May-03	02-Jan-04	06840070	EX6Q	APPROVED	1	1	0	0	0	1	30-Sep-04	370
8558	Great Lakes	IL	NTC Great Lakes	N	AAUSN	N42919		02-Sep-03	03-Nov-03	01-May-03	02-Jan-04	07260002		ACD REVIEW	18	13	5	4	0	0	30-Sep-04	370
6908	Great Lakes	IL	NTC Great Lakes	N	BUPERS	N35406	Navy Band Great Lakes	01-Apr-03	28-Jul-03	01-Apr-03	27-Aug-03	07080080	J9SN	APPROVED	17	17	0	0	0	0	30-Sep-04	370
6909	Great Lakes	IL	NTC Great Lakes	N	BUPERS	N43296	BUPERS Det Navy Absentee Collection Info Center	01-Apr-03	28-Jul-03	01-Apr-03	27-Aug-03	07080081	J9SM	APPROVED	18	18	0	0	0	0	30-Sep-04	370
5521	GREAT LAKES	IL	NTC Great Lakes	N	CLF	N33287	NCTAMSLANT Great Lakes, IL	31-Mar-03	09-Mar-04	25-Jul-03	11-Dec-03	06960045	H31F	APPROVED	5	5	0	0	0	0	30-Sep-04	370
7974	Great Lakes	IL	NTC Great Lakes	N	CNI	N00128	Naval Station Great Lakes			01-Apr-03	04-Sep-03	07150018	J303	APPROVED	449	442	7	5	0	0	30-Sep-04	370
7975	Great Lakes	IL	NTC Great Lakes	N	CNI	N69078	Commander Navy Region North East			01-Apr-03	04-Sep-03	07150059	J365	APPROVED	43	43	0	0	0	0	30-Sep-04	370
6150	Great Lakes	IL	NTC Great Lakes	N	CNO	N31852	TSO East Det Great Lakes	01-May-03	03-Nov-03	01-May-03	18-Dec-03	07000071	EX8H	APPROVED	8	8	0	0	0	0	30-Sep-04	370
6151	Great Lakes	IL	NTC Great Lakes	N	CNO	N68369	NLSO NC Det Great Lakes	01-May-03	03-Nov-03	01-May-03	18-Dec-03	07000107	EX7K	APPROVED	20	20	0	0	0	0	30-Sep-04	370
6767	Great Lakes	IL	NTC Great Lakes	N	CPF	N66446	CONSTRUCTION BATT UNIT 401	01-Mar-03	28-Jul-03	03-Mar-03	08-Dec-03	07060013	NMPZ	APPROVED	14	14	0	0	0	0	30-Sep-04	370
6165	Great Lakes	IL	NTC Great Lakes	N	NAVIAIR	N61339	Naval Warfare Center, Training Systems Division	01-May-03	30-Jun-03	02-Jun-03	01-Jan-04	07310004	EX5M	APPROVED	2	2	0	0	0	0	30-Sep-04	370
6306	Great Lakes	IL	NTC Great Lakes	N	NAVIAIR	N00019	Naval Air Systems Command Headquarters	01-May-03	30-Jun-03	02-Jun-03	01-Jan-04	07040029	EX5Q	APPROVED	2	2	0	0	0	0	30-Sep-04	370
5390	GREAT LAKES	IL	NTC Great Lakes	N	NAVIFAC	N68950	Naval Facilities Engineering Command EFAMV	07-Apr-03	28-Jul-03	07-Apr-03	02-Oct-03	06940036	NMVS	APPROVED	74	74	0	0	0	0	30-Sep-04	370
5640	Great Lakes	IL	NTC Great Lakes	N	NAVIFAC	N65113	Public Works Center Great Lakes	07-Apr-03	28-Jul-03	07-Apr-03	02-Oct-03	06970046	FM53	APPROVED	204	204	0	0	0	0	30-Sep-04	370
4951	GREAT LAKES	IL	NTC Great Lakes	N	NETC	N0580A	SERV SCH COMD GREAT LAKES	01-Apr-03	12-Aug-03	01-Apr-03	04-Sep-03	06860014	J9UD	APPROVED	738	738	0	0	0	0	30-Sep-04	370
4954	GREAT LAKES	IL	NTC Great Lakes	N	NETC	N0763A	CRUIT TRA COMD GREAT LAKES	01-Apr-03	12-Aug-03	01-Apr-03	04-Sep-03	06860016	J9UF	APPROVED	543	543	0	0	0	0	30-Sep-04	370
5515	GREAT LAKES	IL	NTC Great Lakes	N	NETC	N00210	COM NTC GREAT LAKES	01-Apr-03	12-Aug-03	01-Apr-03	04-Sep-03	06960042	J9UN	APPROVED	258	257	1	0	0	0	30-Sep-04	370
6124	Great Lakes	IL	NTC Great Lakes	N	NETC	N68322	NETPDC PENSACOLA	01-Apr-03	01-Jul-03	01-Apr-03	04-Sep-03	07000057	J9UX	APPROVED	53	53	0	0	10	0	30-Sep-04	370
5426	GREAT LAKES	IL	NTC Great Lakes	N	RESFOR	N81202	NCHB 07 HQ COMPANY	01-Mar-03	28-Jul-03	31-Dec-02	07-Jul-03	06940045	J9KH	APPROVED	28	28	0	0	0	0	30-Sep-04	370
7134	Great Lakes	IL	NTC Great Lakes	N	RESFOR	N66231	NRC Chicago	31-Dec-02	23-Jun-03	31-Dec-02	07-Jul-03	07080176	J9RM	APPROVED	173	169	4	0	0	0	30-Sep-04	370
7135	Great Lakes	IL	NTC Great Lakes	N	RESFOR	N68330	REDCOM MVV	31-Dec-02	23-Jun-03	31-Dec-02	07-Jul-03	07080093	J9RJ	APPROVED	78	76	2	0	0	0	30-Sep-04	370
4720	GREAT LAKES	IL	NTC Great Lakes	N	SECGRU	N42813	NAVAL SECURITY GROUP FIELD OFFICE GREAT LAKES	15-Jul-03	15-Jul-03	30-Oct-03	05-Dec-03	06790077	EX3R	APPROVED	14	14	0	0	0	0	30-Sep-04	370
6490	Camp Smith	HI	MCB Camp HM Smith	N	CNO	N00038	HQ USCINCPAC	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	07050018	NMHU	APPROVED	2	1	1	0	0	0	31-Mar-04	377
4724	CAMP SMITH	HI	Fort DeRussy	N	CNO	N39934	APCSS	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	06810003	NMHW	APPROVED	3	0	3	0	0	0	30-Sep-04	377
4725	FORT SHAFTER	HI	Tripler Army Medical Center	N	CNO	N3181B	COE Tripler	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	06810002	NMHX	APPROVED	1	0	1	0	0	0	30-Sep-04	377
5905	Camp Smith	HI	MCB Camp HM Smith	N	CNO	N31560	TSO PAC HQ - PEARL HARBOR	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	07000068	EXA4	APPROVED	1	1	0	0	0	0	30-Sep-04	377
5906	Camp Smith	HI	MCB Camp HM Smith	N	CNO	N31846	Pearl Harbor	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	07000069	EX8K	APPROVED	1	1	0	0	0	0	30-Sep-04	377
6486	Hickam AFB	HI	Hickam AFB	N	CNO	N00038	HQ USCINCPAC	31-Dec-02	12-May-03	31-Dec-02	24-Feb-03	07050018	NMHU	APPROVED	2	1	1	0	0	0	30-Sep-04	377
6487	Honolulu	HI	NC Pearl Harbor	N	CNO	N00038	HQ USCINCPAC	31-Dec-02	12-May-03	31-Dec-02	24-Feb-03	07050018	NMHU	APPROVED	80	2	78	70	0	0	30-Sep-04	377
6489	Fort Shafter	HI	Fort Shafter	N	CNO	N00038	HQ USCINCPAC	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	07050018	NMHU	APPROVED	6	2	4	4	0	0	30-Sep-04	377
6491	Camp Smith	HI	MCB Camp HM Smith	N	CNO	N00038	HQ USCINCPAC	31-Dec-02	17-Feb-03	31-Dec-02	24-Feb-03	07050018	NMHU	APPROVED	1343	129	1214	885	0	0	30-Sep-04	377
6410	Kaneohe Bay	HI	MCBH Kaneohe Bay	N	CPF	N09244	YPU 2	27-Sep-02	05-Nov-02	27-Sep-02	27-Nov-02	07040050	NMKJ	APPROVED	111	72	39	37	0	0	30-Sep-04	390
6411	Kaneohe Bay	HI	MCBH Kaneohe Bay	N	CPF	N09517	COMPATRECONFORPAC	27-Sep-02	05-Nov-02	27-Sep-02	27-Nov-02	07040051	NMKK	APPROVED	101	57	44	41	0	0	30-Sep-04	390
6412	Kaneohe Bay	HI	MCBH Kaneohe Bay	N	CPF	N09623	VP 4	27-Sep-02	05-Nov-02	27-Sep-02	27-Nov-02	07040052	NMKB	APPROVED	120	80	40	40	0	0	30-Sep-04	390
6413	Kaneohe Bay	HI	MCBH Kaneohe Bay	N	CPF	N09644	VP 9	27-Sep-02	05-Nov-02	27-Sep-02	27-Nov-02	07040053	NMKL	APPROVED	120	80	40	40	0	0	30-Sep-04	390

Sample – Enterprise Transition Plan

Tab A to Attachment 1

NMCI Schedule Change Management Process

Region	Proj. No	Project Title	Claimant	Seats	Complete PSQ Delivered to the ISF	AOR	Transfer of Assets via DD1149 Completed	GFF Turnover	Final Update to Production Data Received	Legacy Apps Ready for Deployment	Legacy Apps Quarantine Plan Complete	Verbal IATO Received	BIO	Regional Server Farm Ready	Identify Location and Final Rollout Schedule	Cutover Begins	Cutover Complete	Comments
AOR																		
North East	2406	Hoffman Building	CLF	28	04/17/2003	11/13/2003	11/12/2003	06/18/2003	12/09/2003	12/09/2003	12/09/2003	10/20/2003	11/18/2003	3/31/2003	12/22/2003	1/22/2004	1/23/2004	SCR Needed
North East	2299	Fort Belvoir	CLF	45	08/11/2003	12/03/2003	06/09/2003	11/17/2003	02/16/2004	02/23/2004	02/23/2004	02/09/2004	12/08/2003	5/22/2002	12/5/2003	3/1/2004	3/3/2004	SCR 2299-2 SCCB Approved for 11-27-03 Cutover, SCR needs to be updated
North East	2107	Bath Iron Works	NAVSEA	219	04/23/2003	12/19/2003	01/30/2004	05/14/2003	01/06/2004	01/19/2004	01/19/2004	01/01/2004	01/07/2004	9/30/2003	1/7/2004	2/16/2004	2/27/2004	SCR Needed
North East	2887	BIW SSSC	NAVSEA	36	04/23/2003	12/19/2003	01/30/2004	05/14/2003	01/06/2004	01/19/2004	01/19/2004	01/01/2004	01/07/2004	9/30/2003	1/9/2004	2/16/2004	2/20/2004	SCR Needed
North East	3591	Fort McHenry	RESFOR	3	09/01/2003	12/01/2003	n/a remote	n/a remote	12/22/2003	11/10/2003	n/a remote	01/19/2004	01/12/2004	n/a remote	n/a remote	1/26/2004	1/30/2004	
North East	4516	NSU Saratoga Springs	CLF	25	09/07/2003	12/07/2003	n/a remote	n/a remote	12/28/2003	11/16/2003	n/a remote	01/25/2004	01/18/2004	n/a remote	n/a remote	2/1/2004	2/5/2004	
North East	2114	Soldiers Systems Center	NAVSEP	35	10/07/2002	12/22/2003	n/a remote	n/a remote	01/12/2004	12/01/2003	n/a remote	02/09/2004	02/02/2004	n/a remote	n/a remote	2/16/2004	2/20/2004	
North East	3613	NS Newport	NMOC	5	02/25/2003	11/11/2003	11/17/2003	05/01/2003	11/19/2003	11/19/2003	11/19/2003	09/15/2003	09/12/2003	10/7/2003	11/11/2003	1/28/2004	1/29/2004	SCR Needed
North East	4470	cNWS Earle Waterfront	CLF	4		12/08/2003	12/08/2003		03/26/2004	04/30/2004	04/26/2004				3/12/2004	5/14/2004	5/14/2004	
North East	3519	NSB New London	SECGRU	36	06/05/2003	12/10/2003	12/10/2003	08/12/2003	12/24/2003	12/24/2003	12/24/2003	10/01/2003	10/01/2003	9/15/2003	12/24/2003	1/5/2004	1/9/2004	SCR Needed
Cutover																		
North East	4381	Crystal Plaza 5	CNI	131	04/01/2003	05/01/2003	05/01/2003	01/01/2003	09/23/2003	05/31/2003	05/31/2003	05/05/2003	05/11/2003	5/5/2003	9/23/2003	11/17/2003	11/24/2003	SCR Needed
North East	4397	Crystal Plaza 6	AAUSN	89	03/20/2003	12/09/2002	05/05/2003	12/02/2003	11/26/2003	12/03/2003	12/03/2003	11/17/2003	11/21/2003	3/3/2003	11/12/2003	12/15/2003	12/19/2003	SCR Needed
North East	4409	Crystal Park 3	NAVSEA	95	09/12/2002	05/22/2003	05/22/2002		11/07/2003	11/07/2003	11/07/2003	10/16/2002	11/21/2003	10/16/2002	12/1/2003	12/15/2003	12/22/2003	SCR Needed
North East	3023	NSWC Dahlgren Div	CLF	353	03/04/2003	05/05/2003	11/07/2003	03/04/2003	10/30/2003	11/05/2003	11/07/2003	10/21/2003	10/31/2003	5/14/2003	10/27/2003	11/21/2003	12/1/2003	SCR Needed
North East	370	NTC Great Lakes	SECGRU	14	03/19/2003	10/30/2003	07/01/2003	04/15/2003	11/26/2003	11/13/2003	11/13/2003	06/06/2003	06/06/2003	12/27/2002	11/19/2003	12/5/2003	12/16/2003	SCR Needed
North East	3018	NSWC Dahlgren Div	NAVSEA	3145	03/04/2003	05/05/2003	12/17/2003	03/04/2003	10/24/2003	12/03/2003	11/14/2003	10/29/2003	10/31/2003	5/14/2003	11/6/2003	12/8/2003	3/1/2004	SCR Needed
North East	370	NTC Great Lakes	CPF	14	03/19/2003	03/03/2003	11/03/2003	04/15/2003	11/03/2003	11/03/2003	11/03/2003	06/06/2003	06/06/2003	12/27/2002	11/3/2003	12/8/2003	12/8/2003	SCR Needed
North East	3880	NAS Patuxent River	CPF	41	03/19/2001	03/01/2003	02/27/2001	02/27/2001	12/10/2003	11/18/2003	11/04/2003	11/19/2001	11/07/2003	10/26/2001	12/10/2003	12/10/2003	12/12/2003	
North East	370	NTC Great Lakes	CLF	361	03/19/2003	07/25/2003	11/05/2003	04/15/2003	12/02/2003	10/10/2003	11/17/2003	06/06/2003	06/06/2003	12/27/2002	12/10/2003	12/11/2003	1/5/2004	SCR Needed
North East	3013	NSWC Dahlgren Div	NETC	50	03/04/2003	05/05/2003	11/14/2003	03/04/2003	11/14/2003	11/14/2003	11/14/2003	11/10/2003	11/10/2003	5/14/2003	12/15/2003	12/15/2003	12/25/2003	SCR Needed
North East	4234	NAS Patuxent River	NAVSEC	26	03/19/2001	05/01/2003	02/27/2001	02/27/2001	12/15/2003	12/10/2003	11/27/2003	11/19/2001	10/29/2003	10/26/2001	12/15/2003	12/15/2003	12/16/2003	SCR Needed
North East	212	NRC Solomons Island	NAVAIR	15	03/19/2001	01/12/2001	05/12/2003	02/27/2001	06/25/2003	11/15/2002	06/10/2003	11/24/2003	12/01/2003	10/26/2001	11/26/2003	12/16/2003	1/21/2004	SCR Needed
North East	4294	Fort Sheridan	RESFOR	47	11/21/2002	05/07/2003	05/07/2003	01/21/2003	11/05/2003	06/01/2003	06/01/2003	09/19/2003		11/2/2002	11/19/2003	12/16/2003	1/28/2004	SCR Needed
North East	370	NTC Great Lakes	CNO	34	03/19/2003	05/01/2003	05/01/2003	04/15/2003	12/04/2003	11/07/2003	11/07/2003	06/06/2003	06/06/2003	12/27/2002	11/19/2003	12/18/2003	1/2/2004	SCR Needed
North East	370	NTC Great Lakes	NAVAIR	2	03/19/2003	06/02/2003	11/10/2003	04/15/2003	12/01/2003	07/31/2003	07/31/2003	06/06/2003	06/06/2003	12/27/2002	12/12/2003	1/1/2004	1/2/2004	SCR Needed
North East	370	NTC Great Lakes	AAUSN	18	03/19/2003	05/01/2003	11/06/2003	04/15/2003	12/24/2003	12/03/2003	12/03/2003	06/06/2003	06/06/2003	12/27/2002	12/19/2003	1/2/2004	1/2/2004	SCR Needed
North East	2417	NAS Patuxent River	CLF	44	03/19/2001	04/09/2003	02/27/2001	02/27/2001	03/08/2002	12/09/2003	04/11/2002	11/19/2001	11/18/2003	10/26/2001	11/10/2002	12/9/2003	12/12/2003	
North East	3595	NSY Portsmouth	CLF	30	02/04/2003	06/25/2003	11/04/2003	04/09/2003	11/28/2003	11/28/2003	11/28/2003	09/08/2003	10/01/2003	12/5/2003	11/28/2003	11/28/2003	12/10/2003	
North East	3597	NSY Portsmouth	NAVSEC	17	02/04/2003	06/25/2003	11/04/2003	04/09/2003	12/08/2003	12/08/2003	12/08/2003	09/08/2003	10/01/2003	12/5/2003	12/8/2003	12/8/2003	12/9/2003	
North East	4481	Federal Building Portsmouth	NAVSEA	43	02/04/2003	06/25/2003	10/21/2003	04/09/2003	10/27/2003	10/31/2003	10/31/2003	09/08/2003	10/28/2003	11/8/2003	11/7/2003	12/8/2003	12/8/2003	
North East	3899	US Naval Academy	SPAWAR	1	05/01/2003	02/03/2003	05/01/2003	05/01/2003	11/04/2003	11/03/2003	11/20/2003	11/20/2003	11/20/2003	11/27/2002	11/17/2003	11/25/2003	11/26/2003	SCR Needed
North East	3901	US Naval Academy	CLF	17	05/11/2003	05/01/2003	06/24/2003	05/01/2003	11/05/2003	10/14/2003	06/07/2003	05/01/2003	11/13/2003	11/27/2002	11/13/2003	11/25/2003	11/26/2003	SCR Needed

Sample – Site Readiness Report Card

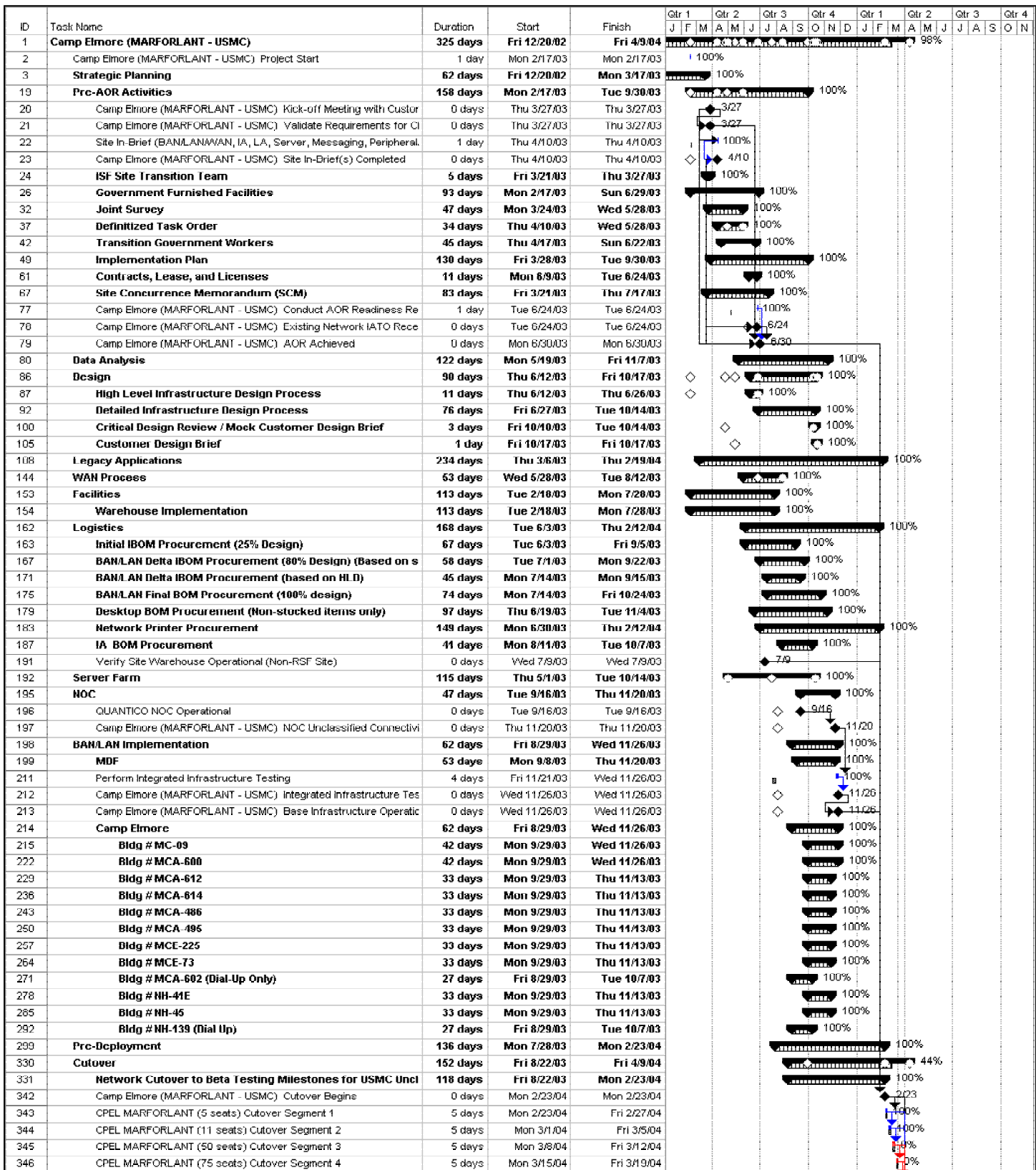
Tab A to Attachment 1

NMCI Schedule Change Management Process

ISF_REGION	SITE	PSI	CITY	ST	CLM_USMC	N/M	ProjNo	12/8/2003	12/15/2003	12/22/2003
NE	NSWC Dahlgren Div	DLGR	Dahlgren	VA	CLF	N	3023	11		
NE	NSWC Dahlgren Div	DLGR	Dahlgren	VA	CLF	N	4407			
NE	NSWC Dahlgren Div	DLGR	Dahlgren	VA	NAVSEA	N	3018	50	250	
NE	NSWC Dahlgren Div	DLGR	Dahlgren	VA	NETC	N	3013		50	
NE	NSY Portsmouth NH	PTNH	Portsmouth	NH	CLF	N	3595	30		
NE	NSY Portsmouth NH	PTNH	Portsmouth	NH	NAVFAC	N	3597	17		
NE	NTC Great Lakes	GRLK	Great Lakes	IL	AAUSN	N	370			
NE	NTC Great Lakes	GRLK	Great Lakes	IL	CLF	N	370		116	
NE	NTC Great Lakes	GRLK	Great Lakes	IL	CNI	N	370	71		
NE	NTC Great Lakes	GRLK	Great Lakes	IL	CNO	N	370		34	
NE	NTC Great Lakes	GRLK	Great Lakes	IL	CPF	N	370	14		
NE	NTC Great Lakes	GRLK	Great Lakes	IL	NAVAIR	N	370			
NE	NTC Great Lakes	GRLK	Great Lakes	IL	NAVFAC	N	370	60		
NE	NTC Great Lakes	GRLK	Great Lakes	IL	NETC	N	370	128	101	
NE	NTC Great Lakes	GRLK	Great Lakes	IL	SECGRU	N	370	14		
NE	NWS Earle	COLT	Colts Neck	NJ	CLF	N	1942		120	
NE	NWS Earle	COLT	Colts Neck	NJ	CNI	N	1942			
NE	NWS Earle	COLT	Colts Neck	NJ	CNO	N	2990		8	
NE	NWS Earle	COLT	Colts Neck	NJ	NAVFAC	N	1942	60		
NE	NWS Earle	COLT	Colts Neck	NJ	NAVSEA	N	1942		4	
NE	NWS Earle Waterfront	LNRD	Leonardo	NJ	CLF	N	1944			
NE	NWS Earle Waterfront	LNRD	Leonardo	NJ	CNI	N	1944			
NE	NWS Earle Waterfront	LNRD	Leonardo	NJ	NAVFAC	N	1944			
NE	Pentagon	PTGN	Arlington	VA	AAUSN	N	89	43		
NE	Philadelphia Naval Bus Ctr	PNBC	Philadelphia	PA	CLF	N	1706			
NE	Philadelphia Naval Bus Ctr	PNBC	Philadelphia	PA	NAVSEA	N	1706			
NE	Philadelphia Naval Bus Ctr	PNBC	Philadelphia	PA	NAVSEA	N	1706			
NE	US Naval Academy	USNA	Annapolis	MD	CLF	N	3901			
NE	US Naval Academy	USNA	Annapolis	MD	SPAWAR	N	3899			
NE	USNO Washington	NOBS	Washington	DC	NMOC	N	3946			

Sample – Tactical Rollout Plan

NMCI Schedule Change Management Process



Sample – Site Transition Project Plan

Tab A to Attachment 1

**Navy Marine Corps Intranet (NMCI)
Schedule Change Control Board (SCCB) Charter**

